

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 5

February 13, 2002

SUBJECT: APPLICATION FOR A LICENSE TO CARRY A CONCEALED WEAPON (CCW), FORM BCIA 4012 - IMPLEMENTED.

PURPOSE: Assembly Bill (AB) 2022, 1998, which revised California Penal Code (PC) Section 12051, required that the California Attorney General establish an advisory committee to develop a standardized application for a license to Carry a Concealed Weapon (CCW). A standardized CCW application has been developed and approved by the Attorney General for mandatory use Statewide. The law also requires the Department to provide its policy statement regarding the criteria for issuance of a CCW license along with each application form.

This Order deactivates the Application for a License to Carry a Concealed Weapon, Form 12.49.1, and implements the California Department of Justice (DOJ) Standard Application for License to Carry a Concealed Weapon, Form BCIA 4012, for Department use.

PROCEDURE:

- I. DEPARTMENT CONCEALED WEAPON PERMIT POLICY - REVISED.**
The Los Angeles Police Department Concealed Weapon Permit Policy is renamed, the Los Angeles Police Department Concealed Weapon License Operational Policy (attached), and has been revised to meet the procedural requirements specified in Section 12051 PC.
- II. APPLICATION FOR A LICENSE TO CARRY A CONCEALED WEAPON, FORM 12.49.1 - DEACTIVATED.** The Application for a License to Carry a Concealed Weapon, Form 12.49.1, is deactivated and all existing copies shall be destroyed.
- III. STANDARD APPLICATION FOR LICENSE TO CARRY A CONCEALED WEAPON, DOJ FORM BCIA 4012 - IMPLEMENTED.** The Standard Application for License to Carry a Concealed Weapon, DOJ Form BCIA 4012, is implemented for Department use. Commanding officers shall ensure that an adequate supply of DOJ Form BCIA 4012 and the Department's Concealed Weapon License Operational Policy statement are maintained at each command and provided to the public upon request.
 - A. Use of Form.** This form shall be used by any resident of the City of Los Angeles when applying for a license to carry a concealed weapon, as defined in Section 12050 PC.

B. Completion. Self-explanatory.

C. Distribution.

1 - Original, forwarded to the Gun Unit, Detective Headquarters Division (DHD), by the applicant.

1 - TOTAL

IV. EMPLOYEE'S RESPONSIBILITY. When any person requests to apply for a concealed weapon license, a Department employee shall:

- * Provide the applicant with a DOJ Form BCIA 4012;
- * Provide the applicant with a copy of the Department's Concealed Weapon License Operational Policy; and,
- * Advise the applicant that upon completion of the application, he/she shall schedule an appointment with the Gun Unit, DHD, as instructed in the Department's Concealed Weapon License Operational Policy.

V. GUN UNIT, DETECTIVE HEADQUARTERS DIVISION, RESPONSIBILITY. The Gun Unit, DHD, shall investigate all applications for concealed weapon licenses. Upon completion of the investigation, the application with recommendations shall be forwarded via their chain of command to the Office of the Chief of Police for approval/denial.

VI. COMMANDING OFFICER, DETECTIVE HEADQUARTERS DIVISION, RESPONSIBILITY. The Commanding Officer, DHD, shall ensure that:

- * Applications for a concealed weapon license are investigated; and,
- * Completed investigations are forwarded, via their chain of command, to the Office of the Chief of Police for approval/denial.

FORMS AVAILABILITY: The DOJ Form BCIA 4012 and the Department's Concealed Weapon License Operational Policy statement will be available from the Department of General Services, Distribution Center, in about 90 days.

AMENDMENT: This Order amends Sections 2/642.21 and 4/767.05 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Detective Services Group, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

BERNARD C. PARKS
Chief of Police

Attachment

DISTRIBUTION "A"